

Annexure-2

User Guide for reporting of Cyber Incident, Unusual Activities and Events within 24 hours.

- 1) Admin User need to assign 'ENIT-NEW-TRADE' role to Designated Officer in Member Portal.

Update Services : manoj

Services	CD	CM	DEBT	FO	REPO	ALL	ALL	CD	CM	CO	DEBT	FO	MFSS	REPO	SLB	WDM
ENIT-Compliance-NEW1	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-Compliance-NEW2	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-Cyber Security	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-NEW-Service-Request	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-NEW-TRADE	☐	☐	☐	☐	☐	☒	☒	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-Service Request	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-System Audit	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-Trade	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT-HalfYearly	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
ENIT_Portal_Old	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐
EXTRANET-circulars	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐	☐

- 2) User having above mentioned 'ENIT NEW TRADE' role can see below screen after login.
Click on 'ENIT-NEW-TRADE'

Welcome Last Login : 06-Apr-2020 15:22:06

IMPORTANT NOTIFICATION ON SECURITY CONFIGURATION
User manual-OTP based Two factor Authentication

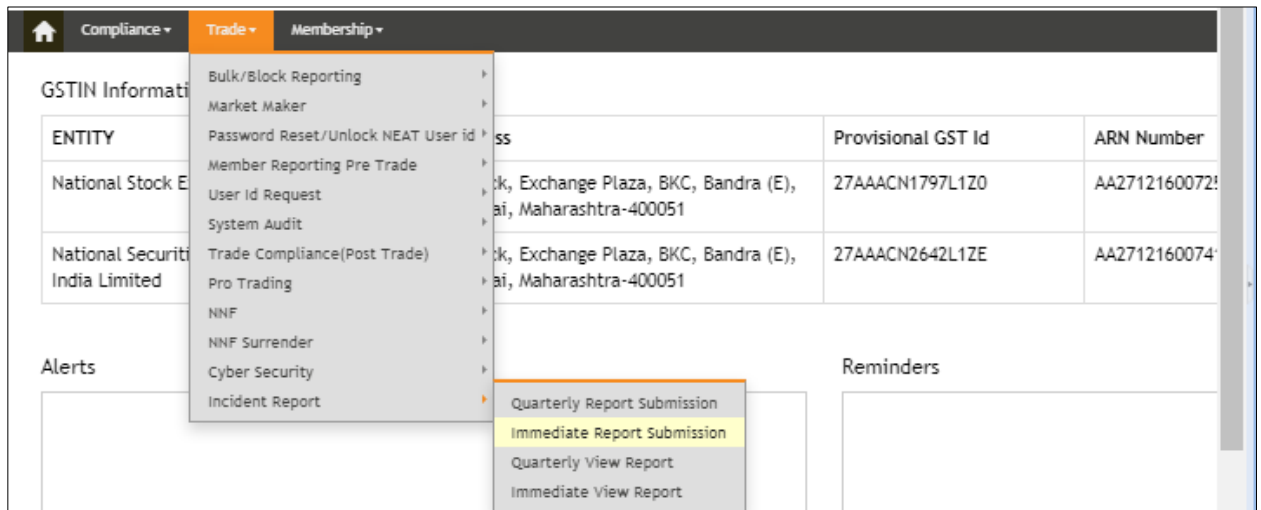
Menu

- ENIT-NEW-TRADE

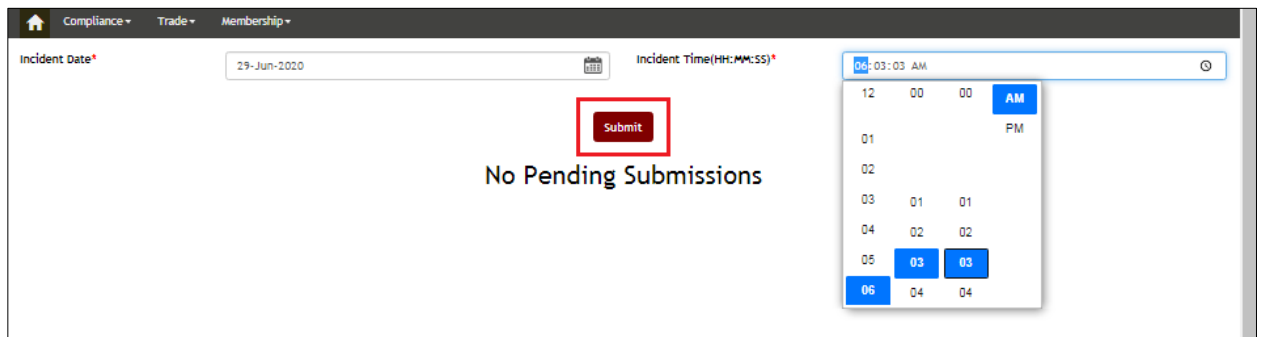
Services

- NSEIL Dashboard
- NSCCL Dashboard
- Extranet Downloads
- Compliance Tracker
- Billing Downloads
- Circulars
- Business Support Tools
- Feedback Corner
- Register for Circulars new!
- Corporate Actions

3) Click on Trade > Incident Report > Immediate Report Submission.



4) Select date and time of Incident and click on Submit.



5) On clicking Submit, a Incident Report Form will display in screen.

Fill the details and submit the report after digitally signing the same. Please refer the guidelines given in point no. 7 to 12 of Annexure 1.